

*Please mute your device at this time

Pre-Bid Online Video Conference

MR10354 Lake Livingston State Park Roof Replacement

MR10354 Lake Livingston State Park - Roof Replacement



Questions



ALL DISCREPANCIES, OMISSIONS, AND
QUESTIONS SHOULD BE SUBMITTED IN
WRITING TO:



JOANN.HERNANDEZ@TPWD.TEXAS.GOV



NO LATER THAN 5:00 PM (CST) ON
MARCH 12, 2021

Pre-Bid Online Video Conference

Lake Livingston State Park

Roof Replacement

- ▶ AGENDA
- ▶ - Introduction
- ▶ - General Information
- ▶ - Bid Submittals and Conditions
- ▶ - Project Coordination
- ▶ - Project Overview
- ▶ - HUB Requirements
- ▶ - Questions



Life's better outside.®

Introduction

Welcome

- ▶ Attendance
- ▶ Although this is not a mandatory meeting, please ensure that a representative of your company completes the pre-registration form so that we may have a record of your attendance.
- ▶ Due to COVID-19 No public bid openings will be held.

public.information@tpwd.texas.gov

TPWD Staff

- ▶ Contract Manager, JoAnn Hernandez
- ▶ Project Manager, Doug Sauve
- ▶ Design Manager, Quana Childs
- ▶ Site Manager, David Weeks

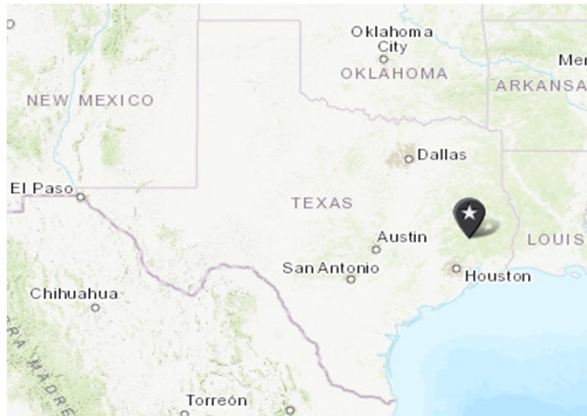
PDG Architects

- ▶ Raluca Zamfir

General Information

Location- Lake Livingston State Park

- ▶ The park is Approximately 75 miles north of Houston
- ▶ 300 Park Road 65 Livingston, Texas 77351
- ▶ Roof Replacement will be for the Maintenance Building Roof



BIDS DUE

- ▶ No later than **2:00 PM (CST)**
- ▶ On **March 29, 2021**
- ▶ 4200 Smith School Road, Austin, Texas 78744
- ▶ TPWD has suspended the acceptance of hand delivered bids until further notice
- ▶ Delivery Options can be found in Instruction to Bidders, Sect 1.6

Construction Estimate is \$100-\$150K

Performance Period is 150 calendar days

Bid Submittal and Conditions

- ▶ Addendum: issued if any changes to solicitation or contract documents
- ▶ Bid Schedule: submit the original signed bid schedule
- ▶ BID SCHEDULE EXAMPLE:

| BASE BID ITEMS | LUMP SUM PRICE |
|--|----------------|
| Furnish all labor, equipment, tools, materials, and incidentals necessary to remove the existing roofing panels, repair wood truss, replace damaged decking and purlins, and install new roof on the Maintenance Building at Lake Livingston State Park in accordance with the Invitation for Bids and Contract Documents. | \$ |

| | |
|---|----|
| Total Lump Sum Base Bid | \$ |
| | |
| (Total Base Bid Price written in words) | |

Bid Submittal and Conditions

- ▶ Contractor's Bid Form: All six pages, sign, date and acknowledge any addenda
- ▶ Contractor's Qualification Statement: All ten pages, fill in completely, sign
Minimum Qualifications: 3 successful, similar in size and scope, within 5 years
- ▶ Historically Underutilized Business Subcontracting Plan (HSP): Original+1 Copy
- ▶ Bid Security: 5% bid bond, certified or cashier's check
- ▶ Other important conditions:
 - ▶ Prevailing Wages for Polk County, Texas
 - ▶ Liquidated Damages \$339.22 per calendar day
 - ▶ Performance/Payment Bond/Insurance

Project Coordination

Project Manager - Doug Sauve

- ▶ Coordination of Work
- ▶ Represents TPWD as the point of contact post award to the successful bidder
- ▶ Makes periodic site visits to observe work in progress as needed. Reviews construction status with the Architect/Engineer, Construction Project Manager and the Project Inspector.
- ▶ Reviews Contractor's monthly Application for Payment (Construction Voucher) and facilitates payment approvals to the Contract Manager.
- ▶ Reviews all change proposals and time extension requests for approval.

Project Overview

Design Manager - Quana Childs

Outside A/E - Raluca Zamfir of PDG Architects

- ▶ Scope of Work
- ▶ Review of Plans
- ▶ Review of Specifications
- ▶ Makes periodic site visits to determine that work is proceeding in the manner specified. Reviews construction status. Submits written reports of all site visits.
- ▶ Provides any necessary clarification of contract documents utilizing the Request for Information (RFI) process.
- ▶ Reviews all Proposed Change Order (PCO) requests and Time Extension requests and submits requests with recommendation for PM approval.
- ▶ Reviews submittals.

Tour of Site

Site Manager/Park Superintendent - David Weeks

Visit

- ▶ No formal pre-bid site visit is required
- ▶ Respondents are permitted to conduct a site visit. Please contact the TPWD Site Manager to schedule a visit.

David Weeks

- ▶ 936-365-2201
- ▶ david.weeks@tpwd.texas.gov
- ▶ 300 Park Road 65 Livingston, Texas 77351

HUB Requirements

HUB Coordinator - Cassandra Johnson

HSP

- ▶ Subcontracting opportunities are probable with this solicitation and has been set with a 11.2% HUB subcontracting goal
- ▶ HSP is required
- ▶ Seven (7) working days notifications requirement

HUB Assistance

- ▶ HUB Staff 512-389-4784
- ▶ Email hub@tpwd.texas.gov

Questions



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QUESTIONS SHOULD BE SUBMITTED IN
WRITING TO:



JOANN.HERNANDEZ@TPWD.TEXAS.GOV



NO LATER THAN 5:00 PM (CST) ON MARCH
12, 2021

HUB SUBCONTRACTING PLAN (HSP)

In accordance with Texas Government Code §2161.252 and the Texas Administrative Code each state agency (including institutions of higher education) that considers entering into **a contract with the expected value of \$100,000.00 or more shall determine whether subcontracting opportunities are probable** under the contract before bid solicitation, proposals, offers or other applicable expressions of interest

HUB Subcontracting Plan




Rev. 10/14

HUB Subcontracting Plan (HSP)

In accordance with Texas Gov't Code §2161.252, the contracting agency has determined that subcontracting opportunities are probable under this contract. Therefore, all respondents, including State of Texas certified Historically Underutilized Businesses (HUBs) must complete and submit this State of Texas HUB Subcontracting Plan (HSP) with their response to the bid requisition (solicitation).

NOTE: Responses that do not include a completed HSP shall be rejected pursuant to Texas Gov't Code §2161.252(b).

The HUB Program promotes equal business opportunities for economically disadvantaged persons to contract with the State of Texas in accordance with the goals specified in the 2009 State of Texas Disparity Study. The statewide HUB goals defined in 34 Texas Administrative Code (TAC) §20.13 are:

- 
- 11.2 percent for heavy construction other than building contracts,
 - 21.1 percent for all building construction, including general contractors and operative builders' contracts,
 - 32.9 percent for all special trade construction contracts,
 - 23.7 percent for professional services contracts,
 - 26.0 percent for all other services contracts, and
 - 21.1 percent for commodities contracts.

-- Agency Special Instructions/Additional Requirements --

In accordance with 34 TAC §20.14(d)(1)(D)(iii), a respondent (prime contractor) may demonstrate good faith effort to utilize Texas certified HUBs for its subcontracting opportunities if the total value of the respondent's subcontracts with Texas certified HUBs meets or exceeds the statewide HUB goal or the agency specific HUB goal, whichever is higher. When a respondent uses this method to demonstrate good faith effort, the respondent must identify the HUBs with which it will subcontract. If using existing contracts with Texas certified HUBs to satisfy this requirement, only contracts that have been in place for five years or less shall

EVERYONE WILL NEED TO COMPLETE PAGES 1, 2 and 3

- ▶ For those bids that are received without a correctly completed HSP, they are sometimes rejected. *Some agencies will first try contacting the respondent for resubmission of a corrected HSP, or the necessary pages.*
- ▶ The agency must be able **(at all times)** to get in touch with someone that is knowledgeable of the contract in case there are questions that need clarity or correction(s). For dead-line purposes.
- ▶ All evaluations will be done by a HUB Program Specialist.
- ▶ **Even if you are a HUB, you are still required to complete the HSP**

QUICK CHECKLIST

Rev. 10/14



HUB Subcontracting Plan (HSP) QUICK CHECKLIST

While this HSP Quick Checklist is being provided to merely assist you in readily identifying the sections of the HSP form that you will need to complete, it is very important that you adhere to the instructions in the HSP form and instructions provided by the contracting agency.

- If you will be awarding all of the subcontracting work you have to offer under the contract to only Texas certified HUB vendors, complete:
 - ☐ Section 1 - Respondent and Requisition Information
 - ☐ Section 2 a. - Yes, I will be subcontracting portions of the contract
 - ☐ Section 2 b. - List all the portions of work you will subcontract, and indicate the percentage of the contract you expect to award to Texas certified HUB vendors
 - ☐ Section 2 c. - Yes
 - ☐ Section 4 - Affirmation
 - ☐ GFE Method A (Attachment A) - Complete an Attachment A for each of the subcontracting opportunities you listed in Section 2 b.
- If you will be subcontracting any portion of the contract to Texas certified HUB vendors and Non-HUB vendors, and the aggregate percentage of all the subcontracting work you will be awarding to the Texas certified HUB vendors with which you have a continuous contract in place for five (5) years or less meets or exceeds the HUB Goal the contracting agency identified in the "Agency Special Instructions/Additional Requirements", complete:
 - ☐ Section 1 - Respondent and Requisition Information
 - ☐ Section 2 a. - Yes, I will be subcontracting portions of the contract
 - ☐ Section 2 b. - List all the portions of work you will subcontract, and indicate the percentage of the contract you expect to award to Texas certified HUB

QUICK CHECKLIST (cont.)

- ☐ Section 2 a. - Yes, I will be subcontracting portions of the contract
 - ☐ Section 2 b. - List all the portions of work you will subcontract, and indicated the percentage of the contract you expect to award to Texas certified HUB vendors and Non-HUB vendors
 - ☐ Section 2 c. - No
 - ☐ Section 2 d. - No
 - ☐ Section 4 - Affirmation
 - ☐ GFE Method B (Attachment B) - Complete an Attachment B for each of the subcontracting opportunities you listed in Section 2 b.
- If you will not be subcontracting any portion of the contract and will be fulfilling the entire contract with your own resources, complete:
- ☐ Section 1 - Respondent and Requisition Information
 - ☐ Section 2 a. - No, I will not be subcontracting any portion of the contract, and I will be fulfilling the entire contract with my own resources
 - ☐ Section 3 - Self Performing Justification
 - ☐ Section 4 - Affirmation

***Continuous Contract:** Any existing written agreement (including any renewals that are exercised) between a prime contractor and a HUB vendor, where the HUB vendor provides the prime contractor with goods or service under the same contract for a specified period of time. The frequency the HUB vendor is utilized or paid during the term of the contract is not relevant to whether the contract is considered continuous. Two or more contracts that run concurrently or overlap one another for different periods of time are considered by CPA to be individual contracts rather than renewals or extensions to the original contract. In such situations the prime contractor and HUB vendor are entering (have entered) into "new" contracts.

PAGE 1 - SECTION 1

RESPONDENT AND REQUISITION INFORMATION

- **Company Name and the Point of Contact**

The point of contact should be someone that is **knowledgeable of the contract** that can answer the question(s) of concern

- If applicable, include your **State of Texas VID #** issued by the Comptroller's office.

- **Is your company a State of Texas certified HUB?**

please answer YES or NO

- **Write-in the Solicitation/Requisition Number**

In the event your HSP is separated from your bid response, the agency will at least know by the solicitation/requisition number, where your HSP is to go

- Write-in the **Bid Open Date**

PAGE 1 - SECTION 1

RESPONDENT AND REQUISITION INFORMATION – cont.

SECTION-1: RESPONDENT AND REQUISITION INFORM

- a. Respondent (Company) Name: **I Believe In Subcontracting (IBIS)** State of Texas VID #: **12345678910**
- Point of Contact: **Uget A. Contract** Phone #: **(800) TRY-SUBS**
- E-mail Address: **ibis@gmail.com** Fax #: **(800) GUD-F8TH**
- b. Is your company a State of Texas certified HUB? ☐ - Yes ☐ - No
- c. Requisition #: **MR10354** Bid Open Date: **March 26, 2021**

(mm/dd/yyyy)

PAGE 2 – SECTION 2

SUBCONTRACTING INTENTIONS

Check the appropriate box that identifies your subcontracting intentions

What if you are not subcontracting – do you still have to complete Section 2???

**Everyone must complete Section 2
[RESPONDENT'S SUBCONTRACTING
INTENTIONS] by either checking YES or NO**

What you choose here will determine how you complete the rest of the application

PAGE 2 – SECTION 2
SUBCONTRACTING INTENTIONS – cont.

KEEP IN MIND

you will never complete section 3 [Self Performing Justification], Good Faith Effort (GFE) Method A and/or GFE Method B for any one project. You will only complete one of the three scenarios based on your response(s) in section 2 [Respondent's Subcontracting Intentions].

PAGE 2 – SECTION 2
SUBCONTRACTING INTENTIONS – cont.

In accordance with 34 TAC §20.282
the word “**subcontractor**” for the state is:
**a person/company who contracts with a
prime contractor to work, to supply
commodities or to contribute toward
completing work for a government entity**

**THEREFORE, IF YOU WILL BE SUBMITTING A BID
RESPONSE FOR THIS PROJECT, YOU ARE NOT A
SUBCONTRACTOR**

PAGE 2 – SECTION 2

SUBCONTRACTING INTENTIONS – cont.


Enter your company's name here: **I Believe In Subcontracting (IBIS)**

Requisition #: **MR10354**

SECTION-2: SUBCONTRACTING INTENTIONS RESPONDENT

After dividing the contract work into reasonable lots or portions to the extent consistent with prudent industry practices, and taking into consideration the scope of work to be performed under the proposed contract, including all potential subcontracting opportunities, the respondent must determine what portions of work, including goods and services, will be subcontracted. Note: In accordance with 34 TAC §20.11., an "Subcontractor" means a person who contracts with a prime contractor to work, to supply commodities, or to contribute toward completing work for a governmental entity.

a. Check the appropriate box (Yes or No) that identifies your subcontracting intentions:

- ☐ - **Yes**, I will be subcontracting portions of the contract. (If **Yes**, complete Item b, of this SECTION and continue to Item c of this SECTION.)
-  ☐ - **No**, I will not be subcontracting any portion of the contract, and I will be fulfilling the entire contract with my own resources. (If **No**, continue to SECTION 3 and SECTION 4.)

b. List all the portions of work (subcontracting opportunities) you will subcontract. Also, based on the total value of the contract, identify the percentages of the contract you expect to award to Texas certified HUBs, and the percentage of the contract you expect to award to vendors that are not a Texas certified HUB (i.e., Non-HUB).

| Item # | Subcontracting Opportunity Description | HUBs | | Non-HUBs |
|--------|--|--|--|--|
| | | Percentage of the contract expected to be subcontracted to HUBs with which you have a <u>continuous contract*</u> in place for <u>five (5) years or less</u> . | Percentage of the contract expected to be subcontracted to HUBs with which you have a <u>continuous contract*</u> in place for <u>more than five (5) years</u> . | Percentage of the contract expected to be subcontracted to non-HUBs. |
| 1 | | % | % | % |
| 2 | | % | % | % |
| 3 | | % | % | % |
| 4 | | % | % | % |
| 5 | | % | % | % |
| 6 | | % | % | % |

PAGE 3 – SECTION 3

SELF- PERFORMING JUSTIFICATION

If you responded NO to Section 2, item A, you must complete page 3, section 3

- Check the appropriate box that indicates whether your proposal contains an explanation demonstrating how your company will fulfill the entire contract with its own resources; using your own employees, materials, supplies, delivery/transportation (if applicable).
- We want to know how and why your company will be able to complete this entire contract with its own resources and/or employees without subcontracting.

COMPLETING THE SELF- PERFORMING JUSTIFICATION PAGE 3 – SECTION 3

SECTION-3: SELF PERFORMING JUSTIFICATION (If you responded "No" to SECTION 2, Item a, you must complete this SECTION and continue to SECTION 4)

Check the appropriate box (Yes or No) that indicates whether your response/proposal contains an explanation demonstrating how your company will fulfill the entire contract with its own resources.



- ☐ **Yes** (If **Yes**, in the space provided below list the **specific page(s)/section(s)** of your proposal which explains how your company will perform the entire contract with its own equipment, supplies, materials and/or employees.)
- ☐ **No** (If **No**, in the space provided below **explain how** your company will perform the entire contract with its own equipment, supplies, materials and/or employees.)

Please see Page xx, Section xxx as it refers to how my company will perform the contract in its entirety with my company's own equipment, supplies, materials and/or employees


- **evidence of existing staffing** to meet contract objectives
- **documentation (such as monthly payroll records) proving employment** of qualified personnel holding the necessary licenses and certificates required to perform work that will be fully engaged in the contract
- **Insurance documentation of equipment owned by your company** that will be used for the fulfillment of the contract

PAGE 3 – SECTION 3 COMPLETING THE SELF- PERFORMING JUSTIFICATION – cont.

Enter your company's name here: **I Believe In Subcontracting (IBIS)** Requisition #: **MR10354**

SECTION-3: SELF PERFORMING JUSTIFICATION (If you responded "No" to SECTION 2, Item a, you must complete this SECTION and continue to SECTION 4)

Check the appropriate box (Yes or No) that indicates whether your response/proposal contains an explanation demonstrating how your company will fulfill the entire contract with its own resources.

- ☐ Yes (If **Yes**, in the space provided below list the **specific page(s)/section(s)** of your proposal which explains how your company will perform the entire contract with its own equipment, supplies, materials and/or employees.)
-  ☐ No (If **No**, in the space provided below **explain how** your company will perform the entire contract with its own equipment, supplies, materials and/or employees.)


In this space is where I explain how my company will perform the contract in its entirety with my company's own equipment, supplies, materials and/or employees

- evidence of existing staffing to meet contract objectives
- documentation (such as monthly payroll records) proving employment of qualified personnel holding the necessary licenses and certificates required to perform work that will be fully engaged in the contract
- Insurance documentation of equipment owned by your company that will be used for the fulfilment of the contract

**According to the Texas Administrative Code (TAC); Title 34.
Part 1, Chapter 20, subchapter D, Division 1, §20.285**

(c)(3) The successful respondent shall provide all additional documentation required by the state agency to demonstrate compliance with good faith effort requirements prior to contract award. If the successful respondent fails to provide supporting documentation (phone logs, fax transmittals, electronic mail, etc.) within the timeframe specified by the state agency to demonstrate compliance with this subsection prior to contract award, that respondent's bid/proposal shall be rejected for material failure to comply with advertised specifications and state law.

LAST...but not LEAST



Your HSP must be signed
by an authorized and
knowledgeable
representative of the
company

SECTION 4 – AFFIRMATION

This section confirms that **you have done and will do all that the HSP requires**

- You should be able to contact the contract administrator of an agency if you need any type of assistance with completing the HSP.

Everyone has to read and sign this section whether you are subcontracting or not


- A copy of the notice required by this section must also be provided to the agency's contract administrator no later than 10 working days after the contract is awarded

SECTION 4 – AFFIRMATION- cont.

SECTION-4: AFFIRMATION

As evidenced by my signature below, I affirm that I am an authorized representative of the respondent listed in SECTION 1, and that the information and supporting documentation submitted with the HSP is true and correct. Respondent understands and agrees that, if awarded any portion of the requisition:

- The respondent will provide notice as soon as practical to all the subcontractors (HUBs and Non-HUBs) of their selection as a subcontractor for the awarded contract. The notice must specify at a minimum the contracting agency's name and its point of contact for the contract, the contract award number, the subcontracting opportunity they (the subcontractor) will perform, the approximate dollar value of the subcontracting opportunity and the expected percentage of the total contract that the subcontracting opportunity represents. A copy of the notice required by this section must also be provided to the contracting agency's point of contact for the contract no later than ten (10) working days after the contract is awarded.
- The respondent must submit monthly compliance reports (Prime Contractor Progress Assessment Report – PAR) to the contracting agency, verifying its compliance with the HSP, including the use of and expenditures made to its subcontractors (HUBs and Non-HUBs). (The PAR is available at <http://www.window.state.tx.us/procurement/prog/hub/hub-forms/progressassessmentrpt.xls>).
- The respondent must seek approval from the contracting agency prior to making any modifications to its HSP, including the hiring of additional or different subcontractors and the termination of a subcontractor the respondent identified in its HSP. If the HSP is modified without the contracting agency's prior approval, respondent may be subject to any and all enforcement remedies available under the contract or otherwise available by law, up to and including debarment from all state contracting.
- The respondent must, upon request, allow the contracting agency to perform on-site reviews of the company's headquarters and/or work-site where services are being performed and must provide documentation regarding staffing and other resources.

| | | | | |
|--|-----------|-------------------------|--------------|----------------------|
|  | <hr/> | Uget A. Contract | Owner | |
| | Signature | Printed Name | Title | Date (mm/dd/yyyy) |

Reminder:

- If you responded “Yes” to SECTION 2, Items c or d, you must complete an “HSP Good Faith Effort - Method A (Attachment A)” for each of the subcontracting opportunities you listed in SECTION 2, Item b.
- If you responded “No” SECTION 2, Items c and d, you must complete an “HSP Good Faith Effort - Method B (Attachment B)” for each of the subcontracting opportunities you listed in SECTION 2, Item b.

PAGE 2 – SECTION 2

SUBCONTRACTING INTENTIONS

According to the Texas Administrative Code (TAC); Title 34. Part 1, Chapter 20, subchapter D, Division 1, §20.285

(d) Establishing good faith effort by respondent.

(1) Any person submitting a bid, proposal, offer or other applicable expression of interest in obtaining a contract with the state **shall submit a completed HUB subcontracting plan demonstrating evidence of good faith effort in developing that plan.** Good faith effort shall be shown through utilization of the methods specified below, and in full conformance with all directions for demonstration and submission specified in the HUB subcontracting plan forms prescribed by the comptroller.

- (A) Divide the contract work into reasonable lots or portions to the extent consistent with prudent industry practices.**
- (B) Provide written justification of the selection process if the selected subcontractor is not a HUB.**
- (C) Provide documentation of meeting one or more of the requirements**



Infrastructure HUB Subcontracting Opportunities

[illegible]

PAGE 2 – SECTION 2

SUBCONTRACTING INTENTIONS (cont.)

Enter your company's name here:

I Believe In Subcontracting (IBIS)


Requisition #:

MR10354

SECTION-2: SUBCONTRACTING INTENTIONS RESPONDENT

After dividing the contract work into reasonable lots or portions to the extent consistent with prudent industry practices, and taking into consideration the scope of work to be performed under the proposed contract, including all potential subcontracting opportunities, the respondent must determine what portions of work, including goods and services, will be subcontracted. Note: In accordance with 34 TAC §20.11., an "Subcontractor" means a person who contracts with a prime contractor to work, to supply commodities, or to contribute toward completing work for a governmental entity.

a. Check the appropriate box (Yes or No) that identifies your subcontracting intentions:

-  ☐ - **Yes**, I will be subcontracting portions of the contract. (If **Yes**, complete Item b, of this SECTION and continue to Item c of this SECTION.)
- ☐ - **No**, I will not be subcontracting any portion of the contract, and I will be fulfilling the entire contract with my own resources. (If **No**, continue to SECTION 3 and SECTION 4.)

b. List all the portions of work (subcontracting opportunities) you will subcontract. Also, based on the total value of the contract, identify the percentages of the contract you expect to award to Texas certified HUBs, and the percentage of the contract you expect to award to vendors that are not a Texas certified HUB (i.e., Non-HUB).

| Item # | Subcontracting Opportunity Description | HUBs | | Non-HUBs | |
|--------|---|--|--|--|--|
| | | Percentage of the contract expected to be subcontracted to HUBs with which you have a <u>continuous contract*</u> in place for <u>five (5) years or less</u> . | Percentage of the contract expected to be subcontracted to HUBs with which you have a <u>continuous contract*</u> in place for <u>more than five (5) years</u> . | Percentage of the contract expected to be subcontracted to non-HUBs. | |
| 1 | 912-40 Demolition Services | 10 % | % | % | |
| 2 | 914-73 Roofing and Siding | % | % | 5 % | |
| 3 | 770-72 Roofing Supplies (Not Otherwise Classified) | 15 % | % | % | |
| 4 | | % | % | % | |
| 5 | | % | % | % | |
| 6 | | % | % | % | |

IF YOU CHECKED (YES)

DEMONSTRATE YOUR **METHOD A** GOOD FAITH EFFORT
IN ONE OF THESE WAYS

- You will either use HUBs for all of the subcontracting opportunities or you may use HUBs and NON-HUBs that meet and/or exceed the HUB goal.

21.1%

- You may demonstrate your Good Faith Effort to subcontract with only Texas Certified HUB Vendors. Then complete Method A (Attachment A) (ONLY) for each of your subcontracting opportunities listed on page 2, section 2

PAGE 2 – SECTION 2
SUBCONTRACTING INTENTIONS (cont.)

**LIST ALL PORTIONS OF WORK THAT YOU WILL
SUBCONTRACT OUT**

Specify the aggregate expected percentage of the contract that you will be subcontracting out using both Texas Certified HUBs with which you have an existing “written” contract in place for five years or less that meets or exceeds the HUB goal

IF YOU CHECKED (YES)

DEMONSTRATE YOUR **METHOD A** GOOD FAITH EFFORT
IN ONE OF THESE WAYS

- Specify the percentages of the contract you expect to award to Texas Certified HUB vendor(s)
- Specify the percentages of the contract you expect to award to vendor(s) that are not Texas Certified HUBs (non-HUBS)

Once you add up all the percentages, your total at the bottom should either meet and/or exceed the HUB goal



PAGE 2 – SECTION 2


SUBCONTRACTING INTENTIONS (cont.)

| | | | | | | | |
|----|---|-----------|---|--|---|----------|---|
| 11 | | | % | | % | | % |
| 12 | 912-40 Demolition Services | 10 | % | | % | | % |
| 13 | 914-27 Carpentry | | % | | % | 5 | % |
| 14 | 770-72 Roofing Supplies (Not Otherwise Classified) | 15 | % | | % | | % |
| 15 | | | % | | % | | % |
| | Aggregate percentages of the contract expected to be subcontracted: | 25 | % | | % | 5 | % |


(Note: If you have more than fifteen subcontracting opportunities, a continuation sheet is available online at <http://window.state.tx.us/procurement/prog/hub/hub-subcontracting-plan/>).

c. Check the appropriate box (Yes or No) that indicates whether you will be using only Texas certified HUBs to perform all of the subcontracting opportunities you listed in SECTION 2, Item b.

☐ - **Yes** (If **Yes**, continue to SECTION 4 and complete an "HSP Good Faith Effort - Method A (Attachment A)" for each of the subcontracting opportunities you listed.)

 ☒ - **No** (If **No**, continue to Item d, of this SECTION.)

d. Check the appropriate box (Yes or No) that indicates whether the aggregate expected percentage of the contract you will subcontract with Texas certified HUBs with which you have a continuous contract* in place with for five (5) years or less **meets or exceeds** the HUB goal the contracting agency identified on page 1 in the "Agency Special Instructions/Additional Requirements".

 ☐ - **Yes** (If **Yes**, continue to SECTION 4 and complete an "HSP Good Faith Effort - Method A (Attachment A)" for each of the subcontracting opportunities you listed.)

☐ - **No** (If **No**, continue to SECTION 4 and complete an "HSP Good Faith Effort - Method B (Attachment B)" for each of the subcontracting opportunities you listed.)

****Continuous Contract:** Any existing written agreement (including any renewals that are exercised) between a prime contractor and a HUB vendor, where the HUB vendor provides the prime contractor with goods or service under the same contract for a specified period of time. The frequency the HUB vendor is utilized or paid during the term of the contract is not relevant to whether the contract is considered continuous. Two or more contracts that run concurrently or overlap one another for different periods of time are considered by CPA to be individual contracts rather than renewals or extensions to the original contract. In such situations the prime contractor and HUB vendor are entering (have entered) into "new" contracts.*

METHOD A (ATTACHMENT A)

GOOD FAITH EFFORT

**This attachment refers back to page 2, section 2
[SUBCONTRACTING INTENTIONS] of the HSP**

- You will need to complete an Attachment A, Section A-1 and A-2 for each opportunity you have listed on page 2, section 2 if you will be using ONLY Texas Certified HUBs or you meet or exceed the specified HUB goal.
- Indicate the approximate dollar amount and expected percentage of the contract to be subcontracted

**Must be the same dollar amount and percentages
as listed on page 2, section 2**

METHOD A (ATTACHMENT A)

GOOD FAITH EFFORT – cont.

Rev. 10/14

HSP Good Faith Effort - Method A (Attachment A)

Enter your company's name here: **I Believe In Subcontracting (IBIS)** Requisition #: **1210196**

IMPORTANT: If you responded “Yes” to SECTION 2, Items c or d of the completed HSP form, you must submit a completed “HSP Good Faith Effort - Method A (Attachment A)” for **each** of the subcontracting opportunities you listed in SECTION 2, Item b of the completed HSP form. You may photo-copy this page or download the form at <http://window.state.tx.us/procurement/prog/hub/hub-forms/hub-sbcont-plan-gfe-achm-a.pdf>

SECTION A-1: SUBCONTRACTING OPPORTUNITY

Enter the item number and description of the subcontracting opportunity you listed in SECTION 2, Item b, of the completed HSP form for which you are completing the attachment.

Item Number: **1** Description: **912-40 Demolition Services**

SECTION A-2: SUBCONTRACTOR SELECTION

List the subcontractor(s) you selected to perform the subcontracting opportunity you listed above in SECTION A-1. Also identify whether they are a Texas certified HUB and their VID number, the approximate dollar value of the work to be subcontracted, the expected percentage of work to be subcontracted, and indicate whether the company is a Texas certified HUB.

| Company Name | Texas certified HUB | VID Number (Required if Texas certified HUB) | Approximate Dollar Amount | Expected Percentage of Contract |
|----------------------|---|--|------------------------------|---------------------------------------|
| Give Me A Try | <input checked="" type="checkbox"/> - Yes <input type="checkbox"/> - No | 11111111111 | \$ 10 | 10 % |
| | <input type="checkbox"/> - Yes <input type="checkbox"/> - No | | \$ | % |
| | <input type="checkbox"/> - Yes <input type="checkbox"/> - No | | \$ | % |
| | <input type="checkbox"/> - Yes <input type="checkbox"/> - No | | \$ | % |

METHOD A (ATTACHMENT A)

GOOD FAITH EFFORT – cont.

Rev. 10/14

HSP Good Faith Effort - Method A (Attachment A)

Enter your company's name here:

I Believe In Subcontracting (IBIS)

Requisition #:

1210196

IMPORTANT: If you responded “Yes” to SECTION 2, Items c or d of the completed HSP form, you must submit a completed “HSP Good Faith Effort - Method A (Attachment A)” for **each** of the subcontracting opportunities you listed in SECTION 2, Item b of the completed HSP form. You may photo-copy this page or download the form at <http://window.state.tx.us/procurement/prog/hub/hub-forms/hub-sbcont-plan-gfe-achm-a.pdf>

SECTION A-1: SUBCONTRACTING OPPORTUNITY

Enter the item number and description of the subcontracting opportunity you listed in SECTION 2, Item b, of the completed HSP form for which you are completing the attachment.

Item Number: **2** Description: **914-27 Carpentry**

SECTION A-2: SUBCONTRACTOR SELECTION

List the subcontractor(s) you selected to perform the subcontracting opportunity you listed above in SECTION A-1. Also identify whether they are a Texas certified HUB and their VID number, the approximate dollar value of the work to be subcontracted, the expected percentage of work to be subcontracted, and indicate whether the company is a Texas certified HUB.

| Company Name | Texas certified HUB | VID Number (Required if Texas certified HUB) | Approximate Dollar Amount | Expected Percentage of Contract |
|-----------------------------|---|--|------------------------------|---------------------------------------|
| I'm Not A Sub (INAS) | <input type="checkbox"/> - Yes <input checked="" type="checkbox"/> - No | 22222222222 | \$ 5 | 5 % |
| | <input type="checkbox"/> - Yes <input type="checkbox"/> - No | | \$ | % |
| | <input type="checkbox"/> - Yes <input type="checkbox"/> - No | | \$ | % |
| | <input type="checkbox"/> - Yes <input type="checkbox"/> - No | | \$ | % |

METHOD A (ATTACHMENT A)

GOOD FAITH EFFORT – cont.

Rev. 10/14

HSP Good Faith Effort - Method A (Attachment A)

Enter your company's name here:

I Believe In Subcontracting (IBIS)

Requisition #:

1210196

IMPORTANT: If you responded “Yes” to SECTION 2, Items c or d of the completed HSP form, you must submit a completed “HSP Good Faith Effort - Method A (Attachment A)” for **each** of the subcontracting opportunities you listed in SECTION 2, Item b of the completed HSP form. You may photo-copy this page or download the form at <http://window.state.tx.us/procurement/prog/hub/hub-forms/hub-sbcont-plan-gfe-achm-a.pdf>

SECTION A-1: SUBCONTRACTING OPPORTUNITY

Enter the item number and description of the subcontracting opportunity you listed in SECTION 2, Item b, of the completed HSP form for which you are completing the attachment.

Item Number: **3**

Description: **770-72 Roofing Supplies (Not Otherwise Classified)**

SECTION A-2: SUBCONTRACTOR SELECTION

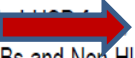
List the subcontractor(s) you selected to perform the subcontracting opportunity you listed above in SECTION A-1. Also identify whether they are a Texas certified HUB and their VID number, the approximate dollar value of the work to be subcontracted, the expected percentage of work to be subcontracted, and indicate whether the company is a Texas certified HUB.

| Company Name | Texas certified HUB | VID Number (Required if Texas certified HUB) | Approximate Dollar Amount | Expected Percentage of Contract |
|-------------------|---|--|------------------------------|---------------------------------------|
| No Pick Me | <input checked="" type="checkbox"/> - Yes <input type="checkbox"/> - No | 33333333333 | \$ 15 | 15 % |
| | <input type="checkbox"/> - Yes <input type="checkbox"/> - No | | \$ | % |
| | <input type="checkbox"/> - Yes <input type="checkbox"/> - No | | \$ | % |
| | <input type="checkbox"/> - Yes <input type="checkbox"/> - No | | \$ | % |


METHOD A (ATTACHMENT A)

GOOD FAITH EFFORT – cont.

| | | | | | |
|-----------------------------|--|--|----|--|---|
| | <input type="checkbox"/> - Yes <input type="checkbox"/> - No | | \$ | | % |
| | <input type="checkbox"/> - Yes <input type="checkbox"/> - No | | \$ | | % |
| Give Me A Try | <input type="checkbox"/> - Yes <input type="checkbox"/> - No | | \$ | | % |
| | <input type="checkbox"/> - Yes <input type="checkbox"/> - No | | \$ | | % |
| I'm Not A Sub (INAS) | <input type="checkbox"/> - Yes <input type="checkbox"/> - No | | \$ | | % |
| | <input type="checkbox"/> - Yes <input type="checkbox"/> - No | | \$ | | % |
| No Pick Me | <input type="checkbox"/> - Yes <input type="checkbox"/> - No | | \$ | | % |
| | <input type="checkbox"/> - Yes <input type="checkbox"/> - No | | \$ | | % |
| | <input type="checkbox"/> - Yes <input type="checkbox"/> - No | | \$ | | % |
| | <input type="checkbox"/> - Yes <input type="checkbox"/> - No | | \$ | | % |
| | <input type="checkbox"/> - Yes <input type="checkbox"/> - No | | \$ | | % |
| | <input type="checkbox"/> - Yes <input type="checkbox"/> - No | | \$ | | % |
| | <input type="checkbox"/> - Yes <input type="checkbox"/> - No | | \$ | | % |
| | <input type="checkbox"/> - Yes <input type="checkbox"/> - No | | \$ | | % |
| | <input type="checkbox"/> - Yes <input type="checkbox"/> - No | | \$ | | % |
| | <input type="checkbox"/> - Yes <input type="checkbox"/> - No | | \$ | | % |

REMINDER: As specified in SECTION 4 of the complete  if you (respondent) are awarded any portion of the requisition, you are required to provide notice as soon as practical to all the subcontractors (HUBs and Non-HUBs) of their selection as a subcontractor. The notice must specify at a minimum the contracting agency's name and its point of contact for the contract, the contract award number, the subcontracting opportunity they (the subcontractor) will perform, the approximate dollar value of the subcontracting opportunity and the expected percentage of the total contract that the subcontracting opportunity represents. A copy of the notice required by this section must also be provided to the contracting agency's point of contact for the contract no later than ten (10) working days after the contract is awarded.

LAST...but not LEAST




Your HSP must be signed
by an authorized and
knowledgeable
representative of the
company

SECTION 4 – AFFIRMATION

SECTION-4: AFFIRMATION

As evidenced by my signature below, I affirm that I am an authorized representative of the respondent listed in SECTION 1, and that the information and supporting documentation submitted with the HSP is true and correct. Respondent understands and agrees that, if awarded any portion of the requisition:

- The respondent will provide notice as soon as practical to all the subcontractors (HUBs and Non-HUBs) of their selection as a subcontractor for the awarded contract. The notice must specify at a minimum the contracting agency's name and its point of contact for the contract, the contract award number, the subcontracting opportunity they (the subcontractor) will perform, the approximate dollar value of the subcontracting opportunity and the expected percentage of the total contract that the subcontracting opportunity represents. A copy of the notice required by this section must also be provided to the contracting agency's point of contact for the contract no later than ten (10) working days after the contract is awarded.
- The respondent must submit monthly compliance reports (Prime Contractor Progress Assessment Report – PAR) to the contracting agency, verifying its compliance with the HSP, including the use of and expenditures made to its subcontractors (HUBs and Non-HUBs). (The PAR is available at <http://www.window.state.tx.us/procurement/prog/hub/hub-forms/progressassessmentrpt.xls>).
- The respondent must seek approval from the contracting agency prior to making any modifications to its HSP, including the hiring of additional or different subcontractors and the termination of a subcontractor the respondent identified in its HSP. If the HSP is modified without the contracting agency's prior approval, respondent may be subject to any and all enforcement remedies available under the contract or otherwise available by law, up to and including debarment from all state contracting.
- The respondent must, upon request, allow the contracting agency to perform on-site reviews of the company's headquarters and/or work-site where services are being performed and must provide documentation regarding staffing and other resources.

| | | | | |
|--|-----------|-------------------------|--------------|----------------------|
|  | <hr/> | Uget A. Contract | Owner | |
| | Signature | Printed Name | Title | Date (mm/dd/yyyy) |

Reminder:

- If you responded “Yes” to SECTION 2, Items c or d, you must complete an “HSP Good Faith Effort - Method A (Attachment A)” for each of the subcontracting opportunities you listed in SECTION 2, Item b.
- If you responded “No” SECTION 2, Items c and d, you must complete an “HSP Good Faith Effort - Method B (Attachment B)” for each of the subcontracting opportunities you listed in SECTION 2, Item b.

PAGE 2 – SECTION 2

SUBCONTRACTING INTENTIONS (cont.)

LIST ALL PORTIONS OF WORK THAT YOU WILL SUBCONTRACT OUT

- Specify the percentages of the contract you expect to award to Texas Certified HUB vendor(s)
- Specify the percentages of the contract you expect to award to vendor(s) that are not Texas Certified HUBs (non-HUBS)

Once you add up all the percentages, your total at the bottom should either meet and/or exceed the HUB goal



PAGE 2 – SECTION 2


SUBCONTRACTING INTENTIONS (cont.)

Enter your company's name here: **Believe In Subcontracting (IBIS)** Requisition #: **1210196**

SECTION-2: SUBCONTRACTING INTENTIONS RESPONDENT

After dividing the contract work into reasonable lots or portions to the extent consistent with prudent industry practices, and taking into consideration the scope of work to be performed under the proposed contract, including all potential subcontracting opportunities, the respondent must determine what portions of work, including goods and services, will be subcontracted. Note: In accordance with 34 TAC §20.11., an "Subcontractor" means a person who contracts with a prime contractor to work, to supply commodities, or to contribute toward completing work for a governmental entity.

a. Check the appropriate box (Yes or No) that identifies your subcontracting intentions:

-  ☐ - **Yes**, I will be subcontracting portions of the contract. (If **Yes**, complete Item b, of this SECTION and continue to Item c of this SECTION.)
- ☐ - **No**, I will not be subcontracting any portion of the contract, and I will be fulfilling the entire contract with my own resources. (If **No**, continue to SECTION 3 and SECTION 4.)

b. List all the portions of work (subcontracting opportunities) you will subcontract. Also, based on the total value of the contract, identify the percentages of the contract you expect to award to Texas certified HUBs, and the percentage of the contract you expect to award to vendors that are not a Texas certified HUB (i.e., Non-HUB).

| Item # | Subcontracting Opportunity Description | HUBs | | Non-HUBs | |
|--------|---|--|--|--|------------|
| | | Percentage of the contract expected to be subcontracted to HUBs with which you have a <u>continuous contract*</u> in place for <u>five (5) years or less</u> . | Percentage of the contract expected to be subcontracted to HUBs with which you have a <u>continuous contract*</u> in place for <u>more than five (5) years</u> . | Percentage of the contract expected to be subcontracted to non-HUBs. | |
| 1 | 912-40 Demolition Services | | % | | 5 % |
| 2 | 914-27 Carpentry | | % | | 5 % |
| 3 | 770-72 Roofing Supplies (Not Otherwise Classified) | 5 | % | | % |
| 4 | | | % | | % |
| 5 | | | % | | % |
| 6 | | | % | | % |


PAGE 2 – SECTION 2

SUBCONTRACTING INTENTIONS (cont.)


| | | | | | | | |
|----|---|----------|---|--|---|-----------|---|
| 11 | | | % | | % | | % |
| 12 | 912-40 Demolition Services | | % | | % | 5 | % |
| 13 | 914-27 Carpentry | | % | | % | 5 | % |
| 14 | 770-72 Roofing Supplies (Not Otherwise Classified) | 5 | % | | % | | % |
| 15 | | | % | | % | | % |
| | Aggregate percentages of the contract expected to be subcontracted: | 5 | % | | % | 10 | % |

(Note: If you have more than fifteen subcontracting opportunities, a continuation sheet is available online at <http://window.state.tx.us/procurement/prog/hub/hub-subcontracting-plan/>).

c. Check the appropriate box (Yes or No) that indicates whether you will be using only Texas certified HUBs to perform all of the subcontracting opportunities you listed in SECTION 2, Item b.

- ☐ - **Yes** (If **Yes**, continue to SECTION 4 and complete an "HSP Good Faith Effort - Method A (Attachment A)" for each of the subcontracting opportunities you listed.)
-  ☐ - **No** (If **No**, continue to Item d, of this SECTION.)

d. Check the appropriate box (Yes or No) that indicates whether the aggregate expected percentage of the contract you will subcontract with Texas certified HUBs with which you have a continuous contract* in place with for five (5) years or less **meets or exceeds** the HUB goal the contracting agency identified on page 1 in the "**Agency Special Instructions/Additional Requirements**".

- ☐ - **Yes** (If **Yes**, continue to SECTION 4 and complete an "HSP Good Faith Effort - Method A (Attachment A)" for each of the subcontracting opportunities you listed.)
-  ☐ - **No** (If **No**, continue to SECTION 4 and complete an "HSP Good Faith Effort - Method B (Attachment B)" for each of the subcontracting opportunities you listed.)

***Continuous Contract:** Any existing written agreement (including any renewals that are exercised) between a prime contractor and a HUB vendor, where the HUB vendor provides the prime contractor with goods or service under the same contract for a specified period of time. The frequency the HUB vendor is utilized or paid during the term of the contract is not relevant to whether the contract is considered continuous. Two or more contracts that run concurrently or overlap one another for different periods of time are considered by CPA to be individual contracts rather than renewals or extensions to the original contract. In such situations the prime contractor and HUB vendor are entering (have entered) into "new" contracts.

METHOD B USED ONLY WHEN YOU DO NOT MEET OR EXCEED
THE HUB GOAL



If you **do not meet or exceed** the recommended **HUB Goal** and you **ARE NOT** using **ONLY** Texas Certified **HUBs**, then you will need to complete an **METHOD B** Attachment B for each of the subcontracting opportunities listed on page 2, section 2

SUBCONTRACTING WITH HUBs and NON-HUB VENDORS

If you are subcontracting with HUBs and NON-HUB vendors (or only with NON-HUB vendors) and the aggregate percentage you are subcontracting with HUB vendors (with which existing written contracts have been in place for five (5) years or less) **DOES NOT** meet the HUB goal for that category, **you must demonstrate your Good Faith Efforts by completing METHOD B (ATTACHMENT B)**

METHOD B (ATTACHMENT B)

GOOD FAITH EFFORT

This section instructs you as to what you must do to demonstrate your Good Faith Effort to contract with HUBs

- You will need to complete an Attachment B for each opportunity you have listed on page 2, section 2
- Indicate the approximate dollar amount and expected percentage of the contract to be subcontracted

Must be the same dollar amount and percentages as listed on Page 2, Section 2

METHOD B (ATTACHMENT B)

GOOD FAITH EFFORT – cont.

Section B-2

Rev. 10/14

HSP Good Faith Effort - Method B (Attachment B)

Enter your company's name here: **I Believe In Subcontracting (IBIS)** Requisition #: **1210196**

IMPORTANT: If you responded “Yes” to SECTION 2, Items c or d of the completed HSP form, you must submit a completed “HSP Good Faith Effort - Method B (Attachment B)” for **each** of the subcontracting opportunities you listed in SECTION 2, Item b of the completed HSP form. You may photo-copy this page or download the form at <http://window.state.tx.us/procurement/prog/hub/hub-forms/hub-sbcont-plan-gfe-achm-b.pdf>.

SECTION B-1: SUBCONTRACTING OPPORTUNITY

Enter the item number and description of the subcontracting opportunity you listed in SECTION 2, Item b, of the completed HSP form for which you are completing the attachment.

Item Number: **1** Description: **912-40 Demolition Services**

SECTION B 2: MENTOR PROTÉGÉ PROGRAM

If respondent is participating as a Mentor in a State of Texas Mentor Protégé Program, submitting its Protégé (Protégé must be a State of Texas certified HUB) as a subcontractor to perform the subcontracting opportunity listed in SECTION B-1, constitutes a good faith effort to subcontract with a Texas certified HUB towards that specific portion of work.

Check the appropriate box (Yes or No) that indicates whether you will be subcontracting the portion of work you listed in SECTION B-1 to your Protégé.

☐ - Yes (If **Yes**, to continue to SECTION B-4.)

☐ - No / Not Applicable (If **No** or **Not Applicable**, continue to SECTION B-3 and SECTION B-4.)

SECTION B 3: NOTIFICATION OF SUBCONTRACTING OPPORTUNITY

When completing this section you MUST comply with items **a**, **b**, **c** and **d** thereby demonstrating your Good Faith Effort of having notified Texas certified HUBs and trade organizations or development centers about the subcontracting opportunity you listed in SECTION B-1. Your notice should include the scope of work, information regarding the location to review plans and specifications, bonding and insurance requirements, required qualifications, and identify a contact person. When sending notice of your subcontracting opportunity, you are encouraged to use the attached HUB Subcontracting Opportunity Notice form, which is also available online at <http://www.window.state.tx.us/procurement/prog/hub/hub-subcontracting-plan>.

METHOD B (ATTACHMENT B)
GOOD FAITH EFFORT – cont.
Section B-2 – cont.

**LET'S PAUSE FOR A MOMENT AND DISCUSS THE
MENTOR PROTÉGÉ PROGRAM**

- Each agency is responsible for sponsoring a state Mentor Protégé agreement; designed to foster long term relationships between prime contractors/vendors and HUBs to increase the ability of utilizing HUBs to contract with the state or to receive subcontracts under a state contract. The objective is also for development and growth of proteges with the professional guidance and support of Mentors.

You may use your protégé to perform the specific subcontracting work (if applicable)

METHOD B (ATTACHMENT B)

GOOD FAITH EFFORT – cont.

HSP Good Faith Effort - Method B (Attachment B)

Rev. 10/14

Enter your company's name here: **I Believe In Subcontracting (IBIS)** Requisition #: **1210196**

IMPORTANT: If you responded “Yes” to SECTION 2, Items c or d of the completed HSP form, you must submit a completed “HSP Good Faith Effort - Method B (Attachment B)” for **each** of the subcontracting opportunities you listed in SECTION 2, Item b of the completed HSP form. You may photo-copy this page or download the form at <http://window.state.tx.us/procurement/prog/hub/hub-forms/hub-sbcont-plan-gfe-achm-b.pdf>.

SECTION B-1: SUBCONTRACTING OPPORTUNITY

Enter the item number and description of the subcontracting opportunity you listed in SECTION 2, Item b, of the completed HSP form for which you are completing the attachment.

Item Number: **2** Description: **914-27 Carpentry**

SECTION B 2: MENTOR PROTÉGÉ PROGRAM

If respondent is participating as a Mentor in a State of Texas Mentor Protégé Program, submitting its Protégé (Protégé must be a State of Texas certified HUB) as a subcontractor to perform the subcontracting opportunity listed in SECTION B-1, constitutes a good faith effort to subcontract with a Texas certified HUB towards that specific portion of work.

Check the appropriate box (Yes or No) that indicates whether you will be subcontracting the portion of work you listed in SECTION B-1 to your Protégé.

☐ - Yes (If **Yes**, to continue to SECTION B-4.)

☐ - No / Not Applicable (If **No** or **Not Applicable**, continue to SECTION B-3 and SECTION B-4.)

SECTION B 3: NOTIFICATION OF SUBCONTRACTING OPPORTUNITY

When completing this section you MUST comply with items **a**, **b**, **c** and **d** thereby demonstrating your Good Faith Effort of having notified Texas certified HUBs and trade organizations or development centers about the subcontracting opportunity you listed in SECTION B-1. Your notice should include the scope of work, information regarding the location to review plans and specifications, bonding and insurance requirements, required qualifications, and identify a contact person. When sending notice of your subcontracting opportunity, you are encouraged to use the attached HUB Subcontracting Opportunity Notice form, which is also available online at <http://www.window.state.tx.us/procurement/prog/hub/hub-subcontracting-plan>.

METHOD B (ATTACHMENT B)

GOOD FAITH EFFORT – cont.

HSP Good Faith Effort - Method B (Attachment B)

Rev. 10/14

Enter your company's name here: **I Believe In Subcontracting (IBIS)** Requisition #: **1210196**

IMPORTANT: If you responded “Yes” to SECTION 2, Items c or d of the completed HSP form, you must submit a completed “HSP Good Faith Effort - Method B (Attachment B)” for **each** of the subcontracting opportunities you listed in SECTION 2, Item b of the completed HSP form. You may photo-copy this page or download the form at <http://window.state.tx.us/procurement/prog/hub/hub-forms/hub-sbcont-plan-gfe-achm-b.pdf>.

SECTION B-1: SUBCONTRACTING OPPORTUNITY

Enter the item number and description of the subcontracting opportunity you listed in SECTION 2, Item b, of the completed HSP form for which you are completing the attachment.

Item Number: **3** Description: **770-72 Roofing Supplies (Not Otherwise Classified)**

SECTION B 2: MENTOR PROTÉGÉ PROGRAM

If respondent is participating as a Mentor in a State of Texas Mentor Protégé Program, submitting its Protégé (Protégé must be a State of Texas certified HUB) as a subcontractor to perform the subcontracting opportunity listed in SECTION B-1, constitutes a good faith effort to subcontract with a Texas certified HUB towards that specific portion of work.

Check the appropriate box (Yes or No) that indicates whether you will be subcontracting the portion of work you listed in SECTION B-1 to your Protégé.

☐ - Yes (If **Yes**, to continue to SECTION B-4.)

☐ - No / Not Applicable (If **No** or **Not Applicable**, continue to SECTION B-3 and SECTION B-4.)

SECTION B 3: NOTIFICATION OF SUBCONTRACTING OPPORTUNITY

When completing this section you MUST comply with items **a**, **b**, **c** and **d** thereby demonstrating your Good Faith Effort of having notified Texas certified HUBs and trade organizations or development centers about the subcontracting opportunity you listed in SECTION B-1. Your notice should include the scope of work, information regarding the location to review plans and specifications, bonding and insurance requirements, required qualifications, and identify a contact person. When sending notice of your subcontracting opportunity, you are encouraged to use the attached HUB Subcontracting Opportunity Notice form, which is also available online at <http://www.window.state.tx.us/procurement/prog/hub/hub-subcontracting-plan>.

GOOD FAITH EFFORT(S) – cont.

- Provide notice of the subcontracting opportunity to at least three (3) Texas Certified HUBs
- Provide notice of the subcontracting opportunity to at least two (2) Minority or Women Trade Organization/Development Centers

ALLOW NO LESS THAN 7 WORKING DAYS PRIOR TO SUBMITTING YOUR BID RESPONSE FOR HUBs TO RESPOND

*****DOES NOT include holidays and/or weekends*****

METHOD B (ATTACHMENT B)

GOOD FAITH EFFORT – cont.

Section B-3

SECTION B 3: NOTIFICATION OF SUBCONTRACTING OPPORTUNITY

When completing this section you MUST comply with items a, b, c and d, thereby demonstrating your Good Faith Effort of having notified Texas certified HUBs and trade organizations or development centers about the subcontracting opportunity you listed in SECTION B-1. Your notice should include the scope of work, information regarding the location to review plans and specifications, bonding and insurance requirements, required qualifications, and identify a contact person. When sending notice of your subcontracting opportunity, you are encouraged to use the attached HUB Subcontracting Opportunity Notice form, which is also available online at <http://www.window.state.tx.us/procurement/prog/hub/hub-subcontracting-plan>.

Retain supporting documentation (i.e., certified letter, fax, e-mail) demonstrating evidence of your good faith effort to notify the Texas certified HUBs and trade organizations or development centers. Also, be mindful that a working day is considered a normal business day of a state agency, not including weekends, federal or state holidays, or days the agency is declared closed by its executive officer. The initial day the subcontracting opportunity notice is sent/provided to the HUBs and to the trade organizations or development centers is considered to be “day zero” and does not count as one of the seven (7) working days.

- a. Provide written notification of the subcontracting opportunity you listed in SECTION B-1, to three (3) or more Texas certified HUBs. Unless the contracting agency specified a different time period, you must allow the HUBs at least seven (7) working days to respond to the notice prior to your submitting your bid response to the contracting agency. When searching for Texas certified HUBs, ensure that you use the State of Texas' Centralized Master Bidders List (CMBL) and Historically Underutilized Business (HUB) Search directory located at <http://mycpa.cpa.state.tx.us/tpasscmbsearch/index.jsp>. HUB Status code “A” signifies that the company is a Texas certified HUB.
- b. List the three (3) Texas certified HUBs you notified regarding the subcontracting opportunity you listed in SECTION B-1. Include the company's Vendor ID (VID) number, the date you sent notice to that company, and indicate whether it was responsive or non-responsive to your subcontracting opportunity notice.

| Company Name | VID Number | Date Notice Sent (mm/dd/yyyy) | Did the HUB Respond? | |
|--------------------|------------------|----------------------------------|--------------------------|--------------------------|
| Company ABC | 11 DIGITS | | <input type="checkbox"/> | <input type="checkbox"/> |
| Company DEF | 11 DIGITS | | <input type="checkbox"/> | <input type="checkbox"/> |
| Company XYZ | 11 DIGITS | | <input type="checkbox"/> | <input type="checkbox"/> |

METHOD B (ATTACHMENT B) GOOD FAITH EFFORT SECTION B-3 – cont.

- Notifications of subcontracting opportunities must be done in order for your bid to be accepted
- You must retain and send supporting documentation demonstrating evidence of your GFE to notify Texas Certified HUBs and Minority or Women Trade Organizations or Development Centers

PLEASE DO NOT WRITE:

“There are no HUBs to solicit”

OR

“You will let us know later”

OR

TBD (To Be Determined)

THIS IS UNACCEPTABLE

HUB LIST:

TPWD does not endorse, recommend or attest to the capabilities of any company or individual listed. The list is strictly provided as a convenience to respondents.

Respondents may also access a list of HUB subcontractors by referencing the above Class and Item codes in a Centralized Master Bidders List (CMBL) search at <https://mycpa.cpa.state.tx.us/tpasscmbsearch/index.jsp>.

Comptroller HSP information: <https://www.comptroller.texas.gov/purchasing/vendor/hub/forms.php>.

A few minority and women trade organizations and development centers are listed below. For a more complete list, please visit <https://www.comptroller.texas.gov/purchasing/vendor/hub/resources.php>.

| | | |
|--|--|---|
| Women Contractors Association 6703 Chimney Rock Rd. Bellaire, TX 77401 (703) 807-9977 phone director@womencontractors.org email www.womencontractors.org website | Texas Association of African American Chambers of Commerce 807 Brazos St., Ste. 710 Austin, TX 78701 (512) 535-5610 phone cro@taaacc.org email www.taaacc.org website | Texas Association of Mexican American Chambers of Commerce 606 Main St. Buda, TX 78610 (512) 444-5727 phone president@tamacc.org email www.tamacc.org website |
| US Pan Asian American Chamber of Commerce SW 711 E. Lamar Blvd., Mailbox 103A Ste. 211 Arlington, TX 76011 (682) 323-5869 phone gmcdermott@uspaacc-sw.org email www.uspaacc-sw.org website | Dallas/Fort Worth Minority Supplier Development Council 8828 N. Stemmons Fwy, Ste. 550 Dallas, TX 75247 (214) 630-0747 phone (214) 637-2241 fax sourcing@dfwmsdc.com email www.dfwmsdc.com website | US India Chamber of Commerce DFW 5930 LBJ Fwy, Ste. 310 Dallas, TX 75240 (214) 346-9559 phone (214) 346-9521 fax info@usicoc.org email www.usicoc.biz website |

For information on the TPWD HUB program, assistance with completing forms, or to obtain HUB lists if web access is not possible, please contact the TPWD HUB staff at (512) 389-4784 or hub@tpwd.texas.gov.

MINORITY/WOMEN TRADE ORGANIZATIONS/DEVELOPMENT CENTERS

| ORGANIZATION | MAILING ADDRESS | PHONE | FAX | EMAIL |
|---|--|-----------------------------|--------------|---|
| Black Contractors Association – Dallas/Fort Worth | 1409 S. Lamar Street, Suite 251, Dallas, TX 75215 | 214-485-0483 non-working | 214-485-0467 | info@blackcontractors.org |
| Dallas Black Chamber of Commerce | 2838 Martin Luther King Jr. Boulevard, Dallas, TX 75215 | 214-421-5200 | 214-421-5510 | chum@dbcc.org |
| DFW Minority Supplier Development Council | 2710 North Stemmons Freeway, North Tower, Suite 900, Dallas, TX 75207-2212 | 214-630-0747 | 214-637-2241 | business@dfwmsdc.com; sourcing@dfwmsdc.com |
| Dallas Hispanic Chamber of Commerce | 4622 Maple Avenue, Suite. 207, Dallas, TX 75219 | 214-521-6007 | 214-520-1687 | |
| Del Mar College PTAC, Corpus Christi Black C of C | 101 Baldwin Blvd., CED-146, Corpus Christi, TX 78404 | 361-698-1025 | 361-698-1024 | ptac@delmar.edu |
| El Paso Hispanic Chamber of Commerce | 2401 E. Missouri, El Paso 79903 | 915-566-4066 | 915-566-9714 | treed@ephcc.org |
| Fort Worth Metropolitan Black Chamber of Commerce | 1150 South Freeway, Suite 211, Fort Worth, TX 76104 | 817-871-6538 | 817-332-6438 | bbolden@fwmbcc.org |
| Golden Triangle Minority Business Council | 2155 Stillwater, Beaumont, TX 77705 | 409-962-8530 | 409-722-5402 | hatcher.beverly@gtmhc.com |
| Greater Austin Black Chamber of Commerce | 912 E. 11th Street, Suite A, Austin, TX 78702 | 512-459-1181 | 512-459-1183 | admin@austinbcc.org |
| Greater Houston Business Procurement Forum | 17071/2 South Post Oak Blvd., PMB 273, Houston, TX 77056 | 832-216-2185 | 713-436-8333 | milton@houstonbiz.org |
| Hispanic Contractors Association - Houston | 7 Parker Road, Houston, TX 77076 | 832-883-5078 | Use email | randymagdaleno@yahoo.com |
| Hispanic Contractors Association –San Antonio | 8300 Pat Booker, RM 233 Live Oak, San Antonio, TX 78233 | 210-444-1100 | 210-444-1101 | admin@hcadesa.org, exdir@hcadesa.org |
| Hispanic Contractors Association – Regional | 2210 W. Illinois Avenue, Dallas, TX 75224-1636 | 972-786-0909 | 972-786-0910 | yolanda@regionalhca.org |
| Houston Hispanic Chamber of Commerce | 1801 Main Street, Suite 890, Houston, TX 77002 | 713-644-7070 | 713-644-7377 | mvelasquez@houstonhispanicchamber.com jmancilla@houstonhispanicchamber.com |
| Houston Minority Supplier Development Council | Three Riverway, Suite 555, Houston, TX 77056 | 713-271-7805 | 713-271-9770 | info@hmsdc.org |
| National Association of Minority Contractors Inc. – Houston | 3825 Dacoma St., Houston, TX. 77092 | 713-843-3791 | 713-843-3701 | info@namctexas.org |
| San Antonio Hispanic Chamber of Commerce | 200 East Grayson, Suite 203, San Antonio, TX 78215 | 210-225-0462 | 210-225-2485 | blancam@sahcc.org |
| Southwest Minority Supplier Development Council | 912 Bastrop Highway, Ste. 101, Austin, TX 78741 | 512-386-8766 | 512-386-8988 | smsdc@smsdc.org |
| | 3463 Magic Dr., #300, San Antonio, TX 78229 | 210-525-7925 | Use email | eric@smsdc.org |
| Greater Austin Asian Chamber of Commerce | 8001 Centre Park Dr., Suite 160, Austin TX 78754 | 512-407-8240 | Use email | exec.admin@austinasianchamber.org |
| Texas Association of African American Chambers of Commerce (TAAACC) | P.O. Box 13064, Austin, TX 78711-3064 | 512-535-5610 | Use email | taaacc179@yahoo.com |
| Texas Association of Mexican American Chambers of Commerce (TAMACC) | 3000 South IH-35, Suite 305, Austin, TX 78704 | 512-444-5727 | 512-444-4929 | panton@tamacc.org |
| Tri-County Black Chamber of Commerce | P.O. Box 88376, Houston, TX 77288 | 832-875-3977 | 281-336-0870 | procurement@tcbcc.org |
| U.S. Hispanic Contractors Association de Austin | 319 Congress Ave., Ste 250 Austin, TX 78723 | 512-922-0507 | | info@ushca-austin.com |
| U.S. Pan Asian American Chamber of Commerce SW | 202 E. Border Street, Suite 144, Arlington, TX 76010 | 682-367-1393 | 817-469-9485 | gmcdermott@uspaacc-sw.org |
| Women's Business Council - Southwest | 2201 North Collins, Suite 158, Arlington, TX 76011 | 817-299-0566 | 817-299-0949 | lwilliams@wbcsouthwest.org |
| Women's Business Enterprise Alliance (WBEA) | 9800 NW Frwy, Suite 120, Houston, TX 77092 | 713-681-9232 | 713-681-9242 | bids@wbea-texas.org |
| Women Contractors Association (WCA) | 10807 Jones Rd, PMB 164, Houston, TX 77065 | 713-807-9977 | 713-807-9917 | director@womencontractors.org |

METHOD B (ATTACHMENT B)
GOOD FAITH EFFORT
Section B-3 – cont.

Again, DO NOT count the first notification day as one of the seven (7) working days

I highly recommend sending out notifications by no later than March 12, 2021

To be sure of satisfying the 7 working days requirement

METHOD B (ATTACHMENT B)

GOOD FAITH EFFORT

SECTION B-3 – cont.

- c. Provide written notification of the subcontracting opportunity you listed in SECTION B-1 to two (2) or more trade organizations or development centers in Texas to assist in identifying potential HUBs by disseminating the subcontracting opportunity to their members/participants. Unless the contracting agency specified a different time period, you must provide your subcontracting opportunity notice to trade organizations or development centers at least seven (7) working days prior to submitting your bid response to the contracting agency. A list of trade organizations and development centers that have expressed an interest in receiving notices of subcontracting opportunities is available on the Statewide HUB Program's webpage at <http://www.window.state.tx.us/procurement/prog/hub/mwb-links-1/>.
- d. List two (2) trade organizations or development centers you notified regarding the subcontracting opportunity you listed in SECTION B-1. Include the date when you sent notice to it and indicate if it accepted or rejected your notice.

| Trade Organizations or Development Centers | Date Notice Sent (mm/dd/yyyy) | Was the Notice Accepted? |
|--|----------------------------------|---|
| | | <input type="checkbox"/> <input type="checkbox"/> |
| | | <input type="checkbox"/> <input type="checkbox"/> |

METHOD B (ATTACHMENT B) GOOD FAITH EFFORT SECTION B-4

Rev. 10/14

HSP Good Faith Effort - Method B (Attachment B) Cont.

Enter your company's name here:

I Believe In Subcontracting (IBIS)

Requisition #:

1210196

SECTION B-4: SUBCONTRACTOR SELECTION

Enter the item number and description of the subcontracting opportunity you listed in SECTION 2, Item b, of the completed HSP form for which you are completing the attachment.

- a. Enter the item number and description of the subcontracting opportunity for which you are completing this Attachment B continuation page.

Item Number: 1

Description: **912-40 Demolition Services**

- b. List the subcontractor(s) you selected to perform the subcontracting opportunity you listed in **SECTION B-1**. Also identify whether they are a Texas certified HUB and their VID number, the approximate dollar value of the work to be subcontracted, the expected percentage of work to be subcontracted, and indicate whether the company is a Texas certified HUB.

[illegible]

METHOD B (ATTACHMENT B)

GOOD FAITH EFFORT

SECTION B-4

- c. If any of the subcontractors you have selected to perform the subcontracting opportunity you listed in SECTION B-1 is not a Texas certified HUB, provide written justification for your selection process (attach additional page if necessary):

You will need to justify why you are using a NON-HUB vendor instead of a HUB vendor???

REMINDER: As specified in SECTION 4 of the completed RFQ, if you (respondent) are awarded any portion of the requisition, you are required to provide notice as soon as practical to all the subcontractors (HUBs and Non-HUBs) of their selection as a subcontractor. The notice must specify at a minimum the contracting agency's name and its point of contact for the contract, the contract award number, the subcontracting opportunity it (the subcontractor) will perform, the approximate dollar value of the subcontracting opportunity and the expected percentage of the total contract that the subcontracting opportunity represents. A copy of the notice required by this section must also be provided to the contracting agency's point of contact for the contract no later than ten (10) working days after the contract is awarded.

Rev. 10/14

Enter your company's name here: **I Believe In Subcontracting (IBIS)** Requisition #: **1210196**

a. Enter the item number and description of the subcontracting opportunity for which you are completing this Attachment B continuation page.

Item Number: **2** Description: **914-27 Carpentry**

- [illegible]

METHOD B (ATTACHMENT B)

GOOD FAITH EFFORT

SECTION B-4 – cont.

- c. If any of the subcontractors you have selected to perform the subcontracting opportunity you listed in SECTION B-1 is not a Texas certified HUB, provide written justification for your selection process (attach additional page if necessary):

You will need to justify why you are using a NON-HUB vendor instead of a HUB vendor???

REMINDER: As specified in SECTION 4 of the completed HSP form, if you (respondent) are awarded any portion of the requisition, you are required to provide notice as soon as practical to all the subcontractors (HUBs and Non-HUBs) of their selection as a subcontractor. The notice must specify at a minimum the contracting agency's name and its point of contact for the contract, the contract award number, the subcontracting opportunity it (the subcontractor) will perform, the approximate dollar value of the subcontracting opportunity and the expected percentage of the total contract that the subcontracting opportunity represents. A copy of the notice required by this section must also be provided to the contracting agency's point of contact for the contract no later than ten (10) working days after the contract is awarded.

Rev. 10/14

Enter your company's name here: **I Believe In Subcontracting (IBIS)**

Requisition #: **1210196**

Enter the item number and description of the subcontracting opportunity you listed in SECTION 2, Item b, of the completed HSP form for which you are completing the attachment.

- a. Enter the item number and description of the subcontracting opportunity for which you are completing this Attachment B continuation page.

Item Number: **3** Description: **770-72 Roofing Supplies (Not Otherwise Classified)**

- b. List the subcontractor(s) you selected to perform the subcontracting opportunity you listed in **SECTION B-1**. Also identify whether they are a Texas certified HUB and their VID number, the approximate dollar value of the work to be subcontracted, the expected percentage of work to be subcontracted, and indicate whether the company is a Texas certified HUB.

[illegible]

METHOD B (ATTACHMENT B)

GOOD FAITH EFFORT

SECTION B-4 – cont.

- c. If any of the subcontractors you have selected to perform the subcontracting opportunity you listed in SECTION B-1 is not a Texas certified HUB, provide written justification for your selection process (attach additional page if necessary):

If you are awarded any portion of the requisition, you are to provide notice as soon as practical to all the subcontractors (both HUBs and NON-HUBs) of their selection as a subcontractor, with the expected percentage amount

REMINDER: As specified in SECTION 4 of the completed RFP, if you (respondent) are awarded any portion of the requisition, you are required to provide notice as soon as practical to all the subcontractors (HUBs and Non-HUBs) of their selection as a subcontractor. The notice must specify at a minimum the contracting agency's name and its point of contact for the contract, the contract award number, the subcontracting opportunity it (the subcontractor) will perform, the approximate dollar value of the subcontracting opportunity and the expected percentage of the total contract that the subcontracting opportunity represents. A copy of the notice required by this section must also be provided to the contracting agency's point of contact for the contract no later than ten (10) working days after the contract is awarded.

LAST...but not LEAST

- ▶ Your HSP must be signed by an authorized and knowledgeable representative of the company
- ▶ If you *thoroughly* follow the instructions, you will be able to complete the HSP depending on the method by which you choose to demonstrate your Good Faith Effort to subcontract with HUBs








SECTION 4 – AFFIRMATION

SECTION-4: AFFIRMATION

As evidenced by my signature below, I affirm that I am an authorized representative of the respondent listed in SECTION 1, and that the information and supporting documentation submitted with the HSP is true and correct. Respondent understands and agrees that, if awarded any portion of the requisition:

- The respondent will provide notice as soon as practical to all the subcontractors (HUBs and Non-HUBs) of their selection as a subcontractor for the awarded contract. The notice must specify at a minimum the contracting agency's name and its point of contact for the contract, the contract award number, the subcontracting opportunity they (the subcontractor) will perform, the approximate dollar value of the subcontracting opportunity and the expected percentage of the total contract that the subcontracting opportunity represents. A copy of the notice required by this section must also be provided to the contracting agency's point of contact for the contract no later than ten (10) working days after the contract is awarded.
- The respondent must submit monthly compliance reports (Prime Contractor Progress Assessment Report – PAR) to the contracting agency, verifying its compliance with the HSP, including the use of and expenditures made to its subcontractors (HUBs and Non-HUBs). (The PAR is available at <http://www.window.state.tx.us/procurement/prog/hub/hub-forms/progressassessmentrpt.xls>).
- The respondent must seek approval from the contracting agency prior to making any modifications to its HSP, including the hiring of additional or different subcontractors and the termination of a subcontractor the respondent identified in its HSP. If the HSP is modified without the contracting agency's prior approval, respondent may be subject to any and all enforcement remedies available under the contract or otherwise available by law, up to and including debarment from all state contracting.
- The respondent must, upon request, allow the contracting agency to perform on-site reviews of the company's headquarters and/or work-site where services are being performed and must provide documentation regarding staffing and other resources.

| | | | | |
|--|---|---|---|---|
|  |  |  Uget A. Contract |  Owner |  |
| | Signature | Printed Name | Title | Date (mm/dd/yyyy) |

Reminder:

- If you responded **"Yes"** to **SECTION 2, Items c or d**, you must complete an "HSP Good Faith Effort - Method A (Attachment A)" **for each** of the subcontracting opportunities you listed in SECTION 2, Item b.
- If you responded **"No"** **SECTION 2, Items c and d**, you must complete an "HSP Good Faith Effort - Method B (Attachment B)" **for each** of the subcontracting opportunities you listed in SECTION 2, Item b.

HSP OPPORTUNITY NOTIFICATION FORM

Rev. 10/14



HUB Subcontracting Opportunity Notification Form

In accordance with Texas Gov't Code, Chapter 2161, each state agency that considers entering into a contract with an expected value of \$100,000 or more shall, before the agency solicits bids, proposals, offers, or other applicable expressions of interest, determine whether subcontracting opportunities are probable under the contract. The state agency I have identified below in Section B has determined that subcontracting opportunities are probable under the requisition to which my company will be responding.

34 Texas Administrative Code, §20.14 requires all respondents (prime contractors) bidding on the contract to provide notice of each of their subcontracting opportunities to at least three (3) Texas certified HUBs (who work within the respective industry applicable to the subcontracting opportunity), and allow the HUBs at least seven (7) working days to respond to the notice prior to the respondent submitting its bid response to the contracting agency. In addition, at least seven (7) working days prior to submitting its bid response to the contracting agency, the respondent must provide notice of each of its subcontracting opportunities to two (2) or more trade organizations or development centers (in Texas) that serves members of groups (i.e., Asian Pacific American, Black American, Hispanic American, Native American, Woman, Service Disabled Veteran) identified in Texas Administrative Code, §20.11(19)(C).

We respectfully request that vendors interested in bidding on the subcontracting opportunity scope of work identified in Section C, Item 2, reply no later than the date and time identified in Section C, Item 1. Submit your response to the point-of-contact referenced in Section A.

SECTION: A PRIME CONTRACTOR'S INFORMATION

| | | | |
|-------------------|---|-----------------------|-----------------------|
| Company Name: | I Believe In Subcontracting (IBIS) | State of Texas VID #: | 12345678910 |
| Point-of-Contact: | Uget A. Contract | Phone #: | (800) TRY-SUBS |
| E-mail Address: | ibis@gmail.com | Fax #: | (800) GUD-F8TH |

SECTION: B CONTRACTING STATE AGENCY AND REQUISITION INFORMATION

| | | | |
|-------------------|--|----------------|---------------------------------------|
| Agency Name: | Texas Parks and Wildlife Department | | |
| Point-of-Contact: | JoAnn Hernandez | Phone #: | 512.389.4347 |
| Requisition #: | MR10354 | Bid Open Date: | March 26, 2021 (mm/dd/yyyy) |

SECTION: C SUBCONTRACTING OPPORTUNITY RESPONSE DUE DATE, DESCRIPTION, REQUIREMENTS AND RELATED INFORMATION

1. Potential Subcontractor's Bid Response Due Date:

HSP OPPORTUNITY NOTIFICATION FORM (cont.)

SECTION: C SUBCONTRACTING OPPORTUNITY RESPONSE DUE DATE, DESCRIPTION, REQUIREMENTS AND RELATED INFORMATION

1. Potential Subcontractor's Bid Response Due Date:

If you would like for our company to consider your company's bid for the subcontracting opportunity identified below in Item 2,

we must receive your bid response no later than

Select

Central Time

on

March 23, 2021

Date (mm/dd/yyyy)

In accordance with 34 TAC §20.14, each notice of subcontracting opportunity shall be provided to at least three (3) Texas certified HUBs, and allow the HUBs at least seven (7) working days to respond to the notice prior to submitting our bid response to the contracting agency. In addition, at least seven (7) working days prior to us submitting our bid response to the contracting agency, we must provide notice of each of our subcontracting opportunities to two (2) or more trade organizations or development centers (in Texas) that serves members of groups (i.e., Asian Pacific American, Black American, Hispanic American, Native American, Woman, Service Disabled Veteran) identified in Texas Administrative Code, §20.11(19)(C).

(A working day is considered a normal business day of a state agency, not including weekends, federal or state holidays, or days the agency is declared closed by its executive officer. The initial day the subcontracting opportunity notice is sent/provided to the HUBs and to the trade organizations or development centers is considered to be "day zero" and does not count as one of the seven (7) working days.)

2. Subcontracting Opportunity Scope of Work:

Please see: www.tpwd.texas.org/bidopportunity

3. Required Qualifications:

☐ - Not Applicable

4. Bonding/Insurance Requirements:

☐ - Not Applicable

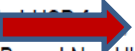
HSP OPPORTUNITY NOTIFICATION FORM (cont.)

| | |
|---|---|
| Response Due Date: | <p>days to respond to the notice prior to submitting our bid response to the contracting agency. In addition, we must provide the same notice to two (2) or more minority or women trade organizations or development centers at least seven (7) working days prior to submitting our bid response to the contracting agency.</p> <p><i>(A working day is considered a normal business day of a state agency, not including weekends, federal or state holidays, or days the agency is declared closed by its executive officer. The initial day the subcontracting opportunity notice is sent/provided to the HUBs <u>and</u> to the minority or women trade organizations or development centers is considered to be "day zero" and does not count as one of the seven (7) working days.)</i></p> |
| 2. Subcontracting Opportunity Scope of Work: | |
| 3. Required Qualifications: <input type="checkbox"/> - Not Applicable | |
| 4. Bonding/Insurance Requirements: <input type="checkbox"/> - Not Applicable | |
| 5. Location to review plans/specifications: <input type="checkbox"/> - Not Applicable | |

METHOD B (ATTACHMENT B)

GOOD FAITH EFFORT – cont.

| | | | | | |
|----------------------------------|--|--|----|--|---|
| | <input type="checkbox"/> - Yes <input type="checkbox"/> - No | | \$ | | % |
| | <input type="checkbox"/> - Yes <input type="checkbox"/> - No | | \$ | | % |
| Give Me A Try | <input type="checkbox"/> - Yes <input type="checkbox"/> - No | | \$ | | % |
| | <input type="checkbox"/> - Yes <input type="checkbox"/> - No | | \$ | | % |
| I'm Not A HUB Sub (INAHS) | <input type="checkbox"/> - Yes <input type="checkbox"/> - No | | \$ | | % |
| | <input type="checkbox"/> - Yes <input type="checkbox"/> - No | | \$ | | % |
| No Pick Me | <input type="checkbox"/> - Yes <input type="checkbox"/> - No | | \$ | | % |
| | <input type="checkbox"/> - Yes <input type="checkbox"/> - No | | \$ | | % |
| | <input type="checkbox"/> - Yes <input type="checkbox"/> - No | | \$ | | % |
| | <input type="checkbox"/> - Yes <input type="checkbox"/> - No | | \$ | | % |
| | <input type="checkbox"/> - Yes <input type="checkbox"/> - No | | \$ | | % |
| | <input type="checkbox"/> - Yes <input type="checkbox"/> - No | | \$ | | % |
| | <input type="checkbox"/> - Yes <input type="checkbox"/> - No | | \$ | | % |
| | <input type="checkbox"/> - Yes <input type="checkbox"/> - No | | \$ | | % |
| | <input type="checkbox"/> - Yes <input type="checkbox"/> - No | | \$ | | % |
| | <input type="checkbox"/> - Yes <input type="checkbox"/> - No | | \$ | | % |

REMINDER: As specified in SECTION 4 of the complete  if you (respondent) are awarded any portion of the requisition, you are required to provide notice as soon as practical to all the subcontractors (HUBs and Non-HUBs) of their selection as a subcontractor. The notice must specify at a minimum the contracting agency's name and its point of contact for the contract, the contract award number, the subcontracting opportunity they (the subcontractor) will perform, the approximate dollar value of the subcontracting opportunity and the expected percentage of the total contract that the subcontracting opportunity represents. A copy of the notice required by this section must also be provided to the contracting agency's point of contact for the contract no later than ten (10) working days after the contract is awarded.

SAVE-THE-DATE

Texas Parks and Wildlife Department
Historically Underutilized Business (HUB) Subcontracting
Plan **Virtual** Educational Workshop

<https://www.tpwd.texas.gov>

“Understanding the HSP”

February 26, 2021 @ 10:00am - 12:00pm

for registration, please visit:

<https://tpwd.texas.gov/about/2021-hub-subcontracting-plan-workshop>



**Thank You
Thank You
Thank You!!!!**